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## Curriculum Subcommittee Agenda, February 6, 2020

Utah State University

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## CURRICULUM SUBCOMMITTEE AGENDA

6 February 2020

A meeting of the Curriculum Subcommittee of the Educational Policies Committee will be held on 6 February 2020 at 2:00 pm in Old Main 136 (Champ Hall Conference Room).

1. *Approval of 9 January 2020 Minutes*
2. *Program Proposals*  
Request from the Department of Aviation, Career and Technical Education to [create a Cybersecurity emphasis in the Technology Systems Bachelor of Science degree](#).
3. *Semester Course Approval Reviews*  
<https://usu.curriculog.com/>

### *College of Agriculture and Applied Sciences*

ADVS = 1  
APEC =  
APPR =  
ASTE =  
LAEP =  
NDFS =  
OPDD =  
PSC =

### *Caine College of the Arts*

ART = 2  
MUSC =  
THEA =  
CCA =

### *Jon M. Huntsman School of Business*

ACCT =  
BUS =  
ECN =  
MGT =  
MSLE =  
MIS =

### *Emma Eccles Jones College of Education and Human Services*

COMD =  
EDUC =  
HDFS = 1  
KHS =  
ITLS =  
NURS =  
PSY =  
SPER = 15  
TEAL = 15

***College of Engineering***

BENG =

CEE =

ECE =

EED =

MAE =

ENGR =

***College of Humanities and Social Sciences***

ENGL = 23

HIST =

JCOM =

LPCS =

POLS =

SSWA = 1

IELI =

CHSS =

WGS =

***S.J. & Jessie E. Quinney College of Natural Resources***

ENVS =

WATS =

WILD =

NR =

***College of Science***

BIOL = 2

CHEM =

CS = 1

GEOL =

MATH = 1

PHYS =

PUBH =

SCI =

HONR =

ISTU =

UN –CAS =

USU = 1

**4. *Other Business***

[Course and Program Approval Timeline](#) – Fran Hopkin

EPC/Curriculum Subcommittee meetings held during Spring break.

***Adjourn:***

## CURRICULUM SUBCOMMITTEE MINUTES

### 9 January 2020

A meeting of the Curriculum Subcommittee of the Educational Policies Committee was held on 9 January 2020 at 2:00 pm in Old Main 136 (Champ Hall Conference Room).

Present: Nicholas Morrison, Chair, Caine College of the Arts  
Brian Warnick, College of Agriculture and Applied Sciences  
Scott Hunsaker, Emma Eccles Jones College of Education and Human Services  
Thomas Fronk, College of Engineering  
Matt Sanders, College of Humanities and Social Sciences  
Claudia Radel, S.J. & Jessie E. Quinney College of Natural Resources  
Greg Podgorski, College of Science  
Rachel Wishkoski, University Library  
Mark Chynoweth, Statewide Campuses  
Paul Barr, Provost's Office  
Michele Hillard, Secretary  
Jared Fry, Graduate Senator  
Adam Gleed, Registrar's Office  
Chenese Boyle, Program Coordinator  
Toni Gibbons, DegreeWorks  
Merideth Thompson, Jon M. Huntsman School of Business  
Robyn Peterson, Catalog Editor  
Dexton Lake, Executive Vice President  
Scott Henrie, USU Eastern

Absent: Sami Ahmed, President USUSA  
Richard Inouye, Graduate Council

Visitors: Rose Judd-Murray, Collin Flint, Eadric Bressel

1. ***Approval of [5 December 2019 Minutes](#)***  
*Minutes approved as distributed.*

2. ***Program Proposals***

Request from the School of Applied Sciences, Technology and Education in the College of Agriculture and Applied Sciences to offer a [Minor in Nonformal and Community – Based Education](#).

*Motion to approve the proposal made by Brian Warnick. Seconded by Scott Hunsaker. Proposal approved pending slight revisions.*

Request from the Department of Kinesiology and Health Science in the Emma Eccles Jones College of Education and Human Services to suspend the [Sports Medicine Specialization in the Health and Human Movement Master of Science program](#).

*Motion to approve the proposal made by Scott Hunsaker. Seconded by Brian Warnick. Proposal approved.*

Request from the Departments of History and Political Science in the College of Humanities and Social Sciences to create a [Certificate of Proficiency in Global Peacebuilding](#).

*Motion to approve the proposal made by Matt Sanders. Seconded by Greg Podgorski. Proposal approved.*

Request from the Department of Biology in the College of Sciences requests approval to add a [Human Biology Emphasis to the existing Bachelor of Arts degree in Biology](#).

*Motion to approve the proposal made by Greg Podgorski. Seconded by Brian Warnick. Proposal approved.*

### **3. Semester Course Approval Reviews**

<https://usu.curriculog.com/>

#### ***College of Agriculture and Applied Sciences***

*Motion to approve the business of the College of Agriculture and Applied Sciences made by Brian Warnick. Seconded by Merideth Thompson. Business approved.*

ADVS =

APEC =

APPR =

ASTE = 2

AVTE = 1

LAEP =

NDFS =

OPDD =

PSC = 2

#### ***Caine College of the Arts***

*Motion to approve the business of the Caine College of the Arts made by Scott Hunsaker. Seconded by Matt Sanders. Business approved.*

ART = 2

MUSC = 4

THEA =

CCA =

#### ***Jon M. Huntsman School of Business***

*Motion to approve the business of the Jon M. Huntsman School of Business made by Merideth Thompson. Seconded by Matt Sanders. Business approved.*

ACCT =

BUS =

ECN = 3

MGT = 1

MSLE = 1

MIS = 3

#### ***Emma Eccles Jones College of Education and Human Services***

*Motion to approve the Emma Eccles Jones College of Education and Human Services made by Scott Hunsaker. Seconded by Greg Podgorski. Business approved.*

COMD = 4

EDUC =

HDFS = 8

KHS = 16

ITLS =

NURS = 12

PSY =

SPER = 38

TEAL = 25

***College of Engineering***

*Motion to approve the business of the College of Engineering made by Thomas Fronk. Seconded by Jared Fry. Business approved.*

BENG = 2

CEE = 5

ECE =

EED =

MAE =

ENGR =

***College of Humanities and Social Sciences***

*Motion to approve the business of the College of Humanities and Social Sciences made by Matt Sanders. Seconded by Jared Fry. Business approved.*

ENGL = 4

HIST = 10

JCOM =

LPCS = 3

POLS =

SSWA = 1

IELI =

CHSS =

WGS =

***S.J. & Jessie E. Quinney College of Natural Resources***

*Motion to approve the business of the S.J. & Jessie E. Quinney College of Natural Resources made by Claudia Radel. Seconded by Scott Hunsaker. Business approved.*

ENVS =

WATS = 3

WILD = 2

NR =

***College of Science***

*Motion to approve the business of the College of Science made by Greg Podgorski. Seconded by Merideth Thompson. Business approved.*

BIOL = 2

CHEM =

CS =

GEOL =

MATH =

PHYS =

PUBH =

SCI =

HONR =

ISTU =

UN –CAS =

USU =

4. ***Other Business***

Curriculog will be shutting down on March 18 and will reopen the first part of July.

Will be discussing curriculum complexity in the EPC Committee today. From this point forward each R401 will need a curriculum complexity analysis. Will also be discussing CIP codes and R401 proposals. This can cause problems with student VISAs due to the incorrect codes. This also poses a problem for USU's Carnegie Research status, since STEM PhDs are weighted more heavily than non-STEM degrees in the R-1 calculation.

***Adjourn: 3:00 pm***

## College of Agriculture and Applied Sciences - Aviation, Career and Technical Education

### 4.1.a R401 Abbreviated Program Proposal

#### Proposal Information

#### Instructions for Completing R401:

[Writing Guidelines/Suggestions](#)

[USHE R401 Policy](#)

#### Contact Information

Edward Reeve: Interim Vice Provost (797-0718)

**Step 1: Turn** on "Help Tips" by clicking on the Show Help TextPrint icon (*small blue circle with i inside*) at the top right-hand side of your proposal.

**Step 2: Select** the College and Department Involved in the Process to Ensure the Correct Workflow and Approval.

Select the College(s) this proposal involves.

Select the Department(s) this proposal involves.

COLLEGE (include  
all cross listed  
colleges)\*

College of Agriculture and Applied Sciences

DEPARTMENT  
(include all cross  
listed  
departments)\*

Aviation, Career and Technical Education

Current Title (if  
applicable)

**Proposed Title** Cybersecurity Emphasis in Technology Systems BS degree

**Step 3: Enter** the Correct CIP Code Using the Following Website:



## Classification Instructional Programs

<b>CIP Code (6-digits) *</b> 111003	
<b>Minimum Number of Credits (if applicable) *</b> 120	<b>Maximum Number of Credits (if applicable) *</b> 120
<b>Type of Degree: BS (BA, BS, etc.) *</b>	

### Request

#### Step 4: Select the Type of Change Being Requested.

<b>New Programs:</b>	<input type="checkbox"/> New Certificates of Proficiency (except Institutional Certificates of Proficiency) <input type="checkbox"/> New Certificates of Completion <input type="checkbox"/> New Post-Baccalaureate and Post-Masters Certificates <input type="checkbox"/> New Minors <input checked="" type="checkbox"/> New Emphases within an Approved Degree <input type="checkbox"/> New K-12 Endorsements <input type="checkbox"/> Other
<b>Existing Program Changes:</b>	<input type="checkbox"/> Program Transfer <input type="checkbox"/> Program Restructure <input type="checkbox"/> Program Consolidation <input type="checkbox"/> Program Suspension <input type="checkbox"/> Program Discontinuation <input type="checkbox"/> Program Name Change <input type="checkbox"/> Out-of-Service Area Delivery of a Program <input type="checkbox"/> Reinstatement of a Previously Suspended Program <input type="checkbox"/> Other
<b>Administrative Unit Changes:</b>	<input type="checkbox"/> New Administrative Units <input type="checkbox"/> Administrative Unit Transfer <input type="checkbox"/> Administrative Unit Restructure <input type="checkbox"/> Administrative Unit Consolidation <input type="checkbox"/> Reinstatement of Previously Suspended Administrative Units <input type="checkbox"/> Other
<b>Creation of Non-Administrative</b>	<input type="checkbox"/> New Center

- Units:** ☐ New Institute  
☐ New Bureau  
☐ Other

**Other: (explain change)**

### Additional Approvals (if applicable)

**Graduate Council\*** ☐ Yes  
☒ No

**Council on Teacher Education\*** ☐ Yes  
☒ No

### Section I: The Request

**R401 Purpose\*** The purpose of this proposal is to create a Cybersecurity emphasis in the Technology Systems BS degree. The skills offered in this emphasis are needed for a relevant workforce that meets the demands of the department's regional industry partners.

### Section II: Program Proposal

**Proposed Action & Rationale\*** This proposal creates a Cybersecurity emphasis in the Technology Systems BS degree. Due to the growth in the field, as identified by the department's industry partners and the Department of Workforce Service (DWS), this proposal includes the development of five three-credit courses that will provide a capstone for students seeking technical careers in this field.

**Labor Market Demand (if applicable)** The industry and educational partners in the Technology Systems advisory council have indicated a strong need for providing this emphasis. The department of Workforce Services in Northern Utah reports that in the past six months 1,078 related jobs were posted. Workforce Services is also projecting a 4% (est. 5720 people) increase in the workforce demand in the area of quality and reliability by 2026.

**Consistency with Institutional Mission & Institutional Impact\*** As a land grant institution, the mission of Utah State University is to serve the public through learning, discovery, and engagement. This new emphasis will provide students with the opportunity to learn valuable skills relevant to the needs of industry throughout the region and state; thus, allowing the students to engage with the industry in preparation to enter the workforce.

**Finances\*** The courses for this emphasis will be taught using current faculty resources. A Strategic Workforce Initiative grant has laid the foundation for this current project.

Program integration and development will be provided through existing resources at USU. In the partnership with Bridgerland Technical College initiated through the previously mentioned SWI grant, these courses will be aligned with Bridgerland Technical College's advanced Cybersecurity certificate program. Additionally, industry partners are committed to assist students by providing internship and work experience while pursuing the degree.

### Section III: Curriculum (if applicable)

**Program  
Curriculum  
Narrative**

This emphasis will follow the existing prescribed coursework for the Technology Systems degree, with this new emphasis requiring the following five courses:


TESY4810 - Kali Linux Essentials (3)

TESY4820 – Penetration Testing (3)

TESY4830 - Network Traffic Analysis (3)


TESY4840 – Cybersecurity Analysis and Forensics (3)

TESY4850 – Advanced Python (3)

**Step 5: Attach** (if applicable) completed Program Curriculum and Degree Map to this request by clicking on the Files  icon located in the upper left-hand corner of the Proposal Toolbox.

### **Step 6: Submit**

Click on the save all changes button below.

Scroll to the top left and click on the launch  icon to launch your proposal.

# COURSE AND PROGRAM APPROVAL TIMELINE

## PROPOSED

CHANGES MADE IN BANNER, GENERAL CATALOG, AND DEGREE WORKS FOLLOWING  
EPC APPROVAL (OR BOARD OF TRUSTEES IF APPLICABLE)

### COURSES ONCE A YEAR

COURSE CHANGES THAT MAY BE MADE ONCE A YEAR WITH  
PUBLICATION OF THE NEW CATALOG  
APPROVED BY **FEBRUARY** EPC

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Course prefix change

Course number change

Addition/Deletion of a prerequisite or  
restriction

Credit hour change

Course title change

Inactivation/Deletion of a course

Addition/Deletion of a co-requisite

Pass/Fail designation change

Addition/Deletion of a General  
Education/University Studies designation

### COURSES TWICE A YEAR

APPROVED BY **OCTOBER** EPC FOR SPRING UPDATES

APPROVED BY **FEBRUARY** EPC FOR SUMMER/FALL UPDATES

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Addition of new course

Course description change

Repeatable for credit status

Addition/Deletion of a dual/cross listed  
course

Reactivation of a course

## PROGRAMS

### ONCE A YEAR

CHANGES THAT MAY BE MADE ONCE A YEAR WITH  
PUBLICATION OF THE NEW CATALOG  
**CURRICULOG PROPOSAL DUE BY MARCH 1**

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Existing program requirement changes

Discontinue/Suspend program\*

Program Name changes\*

### UPON FINAL APPROVAL

CHANGES MAY BE MADE TO THE CATALOG AND  
DEGREE WORKS UPON PROVOST OFFICE FINAL APPROVAL  
**CURRICULOG PROPOSAL REQUIRED**

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New Programs and New Emphases\*

### CHANGED AS NEEDED

Catalog page changes that do not affect  
program requirements

Catalog faculty list updates

\*NEW PROGRAMS, NEW EMPHASES, AND PROGRAM NAME CHANGES  
MUST BE APPROVED BY EPC AND BOARD OF TRUSTEES, WITH  
PROVOST OFFICE R401 FINAL APPROVAL